

Minutes Of Library Board Meeting.  
February 21, 1956.

Cedar City Public Library Board met in the Jr. Library Feb. 21, 1956 at 8:00 P.M. with the following members present: Chairman Dr. Reed W. Farnsworth, Claudia Forsyth, Erma Smith, Robert Loer and Secy. Annette Betenson. Senior Librarian, Elene Jenson, was present the last few minutes of the meeting.

Minutes of previous meeting were read and approved. Dr. Farnsworth reported that the contract for the new Library building had been let to a Salt Lake contractor; that no date limit was set for completion for two reasons; 1st, it would give the contractor a chance to secure better materials; 2nd, if not pushed, he may do a better job. A probable date, however, may be spring of 1957....Local labor will used where-ever possible.

Mrs. Jenson received report blanks from the Office of the State Board of Education requesting information concerning Cedar City Library receipts, expenditures, circulation, number of books, periodicals, etc. The report was compiled by Mrs. Jenson and Board Secy., Annette Betenson, and submitted to the Board at this meeting at which time it was approved and signed.

Questions arose as to vacations, sick leave, hours and salaries of Library employees and it was thought best to investigate the City Corporation policy on such matters before taking action. Dr. Farnsworth will follow through on these matters. After these points are made clear, there will be a composit, written policy drawn up to guide employees hereafter.

Any gifts to Senior or Jr. Libraries should go through regular administrative channels and be accounted for. Also, the Board does not approve of a special book shelf for club members.

Next meeting is set for 2nd Tues. in March ( Mar. 13th)

Meeting adjourned.

Annette W. Betenson  
Secy.

## Construction Starts For Long Awaited New Library Building

Mar. 15 - 1956

Thursday was a day that will be long remembered by a number of county and city officials, and civic workers. The occasion to be remembered was the ground breaking for the city-county library to be located on the corner of 100 West and Center street.

Wayher Construction Company of Salt Lake City, who was awarded the contract for the construction of the library, began work Thursday and according to contract will have 180 working days to realize the completing on this new edifice in Cedar City.

The need for a new library has been apparent for a number of years and through the efforts principally of the city and county library boards, the city council and County Commissioners this dream is now being realized.

In December, at the time the contract was let, architect for the construction, L. Robert Gardner, Cedar City, drew up final plans in preparation for beginning construction.

Wayher Construction Co. submitted the low bid of \$164,600.00. This cost will be divided between the county and city. The county will meet 70 percent of the obligation with Cedar City obligated to 30 per cent.

Officials pointed out that money already available plus allocations during the current year make it unnecessary for either the city or county to bond or undergo a deficit spending on the project.

Wayher Construction Co., under the contract, has 180 working days to complete the building. This would set the completion date sometime next spring.

*Gift to Building  
1813.76*

*1782.53  
for supplies  
and operation  
could come  
from this fund.*

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MINUTES OF LIBRARY BOARD MEETING

MARCH 27, 1956

Cedar City Library Board met in Jr. library March 27, 1956 at 8:00 P.M. with the following members present: Chairman, Dr. Reed W. Farnsworth, Claudia Forsyth, Erma Smith, Robert Loer, Secy. Annette Betenson and Senior Librarian, Elene Jenson was present for awhile. Minutes of meeting held Feb. 21 were read and approved.

All present were pleased to note that construction had actually commenced, Mar. 15, on our new library and according to the contract the building would be finished in 180 working days, presumably about spring of 1957.

Chairman Farnsworth reported that the City Council voted thanks to the Library Board for their cooperation and attitude and said the Board would have prerogative to settle such questions as salaries, within the budget, and all regulations pertaining to a well organized Library. He read the by-laws enacted by the City pertaining to ~~the~~ ~~Library~~ and a discussion followed: Some of the ordinances had not been put into practice, some were impractical, others out-dated and so the discussion went. One suggestion was that an effort be made to have the Mayor and City attorney meet with the Board and perhaps get some points cleared up. ( incidently these by-laws were copied from the "Revised Ordinances of Cedar City, 1937," page 161) The Mayor is Ex-officio member of the Board.

The Secy. reported that she had received, and had deposited in First Security Bank, Cedar City Branch, a check from the Iron Co. Auditor's office for \$5503.70, presumably the county's share of Library administrative funds. Secy. will write to Co. Auditor for clarification on the matter.

There was considerable discussion concerning a proposed drive-in mail-box adjacent to the Jr. Library and the Board went on record as opposing such a location for the following reasons: 1st. Hazzard to children entering and leaving Library; 2nd, interfers with pedestrians and traffic in general; 3rd Renders bicycle stalls useless; 4th is in wrong lane for traffic safety. Secy. was delegated to write letters to the Mayor and City council and Furl Porter, chairman of Lion's Club committee, stating reasons for Board's stand concerning the mail box.

It was proposed that a policy concerning vacations, sick leave, hours, etc. be drawn up by Senior Librarian, Mrs. Jenson, and submitted to the Board by next meeting.

A motion was made to give Mrs. Jenson, Mrs. Baldwin, and Mrs. Dotson a 10 per cent raise in salary and also allow 85 cents per hour for book mending and some extra help. These salary increaces are set up according to ability of budget to pay and subject to revision July 1st. motion carried

A new vacuum was purchased with New Library needs in mind.

Next meeting set for April 10th. Meeting adjourned.

Annette W. Betenson... Secy.

Cedar City Library Board met in Jr. Library April 10. 1956 at 8:00 P.M. with the following members present: Chairman Dr. R.W. Farnsworth, Mrs. Claudia Forsyth, and Secy. Annette Betenson. Mayor Arnold Anderson was present at this meeting.

A delegation from the Stake Genealogical committee came in at the beginning of the meeting to discuss with the Board the possibility of their group having a place in the New Library where they could meet in small groups for study, etc. As has been the policy here-to-fore, they were informed there was no provision made for such a room to be used exclusively by one group, but because the Library is for everyone, they would be able to have their genealogical reference books and materials for research available there. The suggestion was made that the committee present their requests in writing, thus giving the Board more time to study the matter.

Minutes of meeting held Mar. 27 1956 were read but not approved due to absence of other members of the Board.

Resolutions as contained in Cedar City Ordinances, *pertainning to the Library* were again read and discussed. Mayor Anderson took notes and will have certain sections revised as needed and presented to the Board for approval before adoption by the City Council.

The Mayor suggested that book purchases be limited until budget is made up. He also said the Board could select or suggest names of new Board members subject to approval of City Council.

The drive-in mail-box was discussed. The Mayor said it was requested mainly by salesmen and others who wished a later mail pick up. Main and Center streets being State Highways, prohibit location of drive-in mail-boxes and obsticals of other locations was explained.

Meeting adjourned. No time set for next meeting.

Annette W. Betenson  
Secy.

Minutes Of Library Board Meeting

May 8, 1956

8:00 p.m.

Cedar City Library Board met in the Jr. Library May 8, 1956 at 8:00 p.m. with the following present: Chairman, Dr. R.W. Farnsworth, Robert Loer, Rev. Wilson, Librarian, Elene Jenson and Secy. Annette Betenson. Minutes of meeting held April 10, 1956 were read ... to be approved when more members were present.

Dr. Farnsworth read the new resolutions (revised) pertinent to Library government. Some changes were made in Sec. 265, Terms of office; Sec. 268, For use of inhabitants; Sec. 270, Inhabitants may remove books; Sec. 272, part 1. & part 2, Powers of Board. These changes will be discussed when full Board is present. According to Sec. 272, part 1, the Library Board is to set up it's own rules and regulations by resolution covering operations of said Library and shall file a copy of same with City Recorder of Cedar City.

Mrs. Jenson reported that Howard Munson, janitor, wished to leave May 20th for other employment. Discussion of a suitable janitor followed and several names were mentioned to be considered at next meeting.

All vacations should be cleared by Senior Librarian and should not interfere with other employess. Best to have a set time for vacations.

Note was made of gift of a nice record player and record cabinet. to the Jr. Library by the Cedar City Jaycee-Ettes. Secy. was instructed to write a letter of appreciation to the doners.

Dr. Farnsworth read a letter from the Genealogical Committee listing their requests and suggested list of books. Action was deferred until next meeting. Next meeting was set for May 15th to decide on a new janitor.

Meeting adjourned.

Annette W. Betenson  
Secy.

Minutes Of Library Board Meeting

August 3, 1956

Cedar City Library Board met in Jr. Library Aug. 3, 1956 at 8:00 p.m. with the following present: Chairman Dr. R.W. Farnsworth, Claudia Forsyth, Robert Loer, Rev. Wilson, Secy. Annette Betenson and two new members, Mrs. Fern Amend and Hazen Cooley. Sen. Librarian was also present. Dr. Farnsworth welcomed the new members into the Board and said it was good to have the membership up to the required number. The new members replaced Erma Smith, who had moved to Calif. and filled the vacancy left when Nelson Marsden resigned some time ago because of ill health. *minutes of meeting held May 8th read and approved.*

Dr. Farnsworth read Sec. 265 of the City Ordinances which covers terms of office of Board members. Accordingly Dr. Farnsworth's term runs to 1960, Mrs. Amend to 1960, Mrs. Forsyth and Mr. Cooley to 1958, Mr. Loer and Rev. Wilson to 1962.

Dr. Farnsworth also read a letter from a lady in Texas who had recently visited our Library and was lavish in her praise of it's facilities. He will have the letter and an accompanying article published in the Iron Co. Record.

Furnishings for the new Lib. were discussed. Mr. Cooley said two Companies, Remington Rand and Schostrum were very expensive but there were others that could fill our needs. Usually takes six months to fill an order.

Mrs. Jenson reported that they in the Sen. Lib., were working on the inventory but it was a slow process.

Board members were assigned to the following responsibilities: Mrs. Forsyth to continue help to Jr. Lib., Mrs. Amend to work with Sen. Librarians; physical plant operation, Mr. Loer and Rev. Wilson; Mr. Cooley to aid in setting up and furnishing of new Lib. He has had recent experience with the new C.S.U. Lib.

A convenient date for future Board meetings was discussed. The second Tues. of each month was decided upon.

Utah Lib. Convention will held in Logan Sept. 13-14-15 in connection with Mt. Plains States Lib. Convention. A motion by Mr. Loer that the Board provide \$50 for Mrs. Jenson, Mrs. Baldwin and Mrs. Dotson to attend, seconded by Mrs. Forsyth was passed. The ladies will drive a car up and get reasonable rates at a dormitory, thus making the trip possible for that amount.

Dr. Farnsworth will apply to the City for added revenue for Lib. purposes, mainly books, also find out who is responsible for furnishing new Lib. and will check related specifications. It was hoped that Robert Gardner could be at our next meeting with Li. plans.

The time for annual report as requested in Sec. 269 of Lib. Ordinance will be changed to a calendar year basis in place of fiscal year. This will conform to the City Administration procedure. Next meeting set for Sept. 11th. Meeting adjourned.

Annette W. Betenson  
Secy.

# Minutes Of Library Board Meeting

Sept. 18th, 1956

Cedar City Library Board met in Jr. Library Sept. 18th, 1956 at 8:00 p.m. Present were Chairman Dr. R.W. Farnsworth, Robert Loer, Hazen Cooley, Fern Amend, Claudia Forsyth, Secy. Annette Betenson and Sen. Librarian Elene Jenson. *minutes of previous meeting were read and approved.*

Mrs. Jenson reported that the Lib. Convention held in Logan 13-14-15 was very instructive and worthwhile from every standpoint...said the theme of the convention was that a Library is a community center and encouraged it be used as such...A place for group meetings etc, however, not to the extent that it be used permanently by any group.

Utah is the only state in the U.S. that is not participating in the Library Services Act passed by congress June 6th, 1956...signed by Pres. Eisenhower June 20th 1956. This is because Utah is the only State which does not have a State Library. The Library Services Act is the allocation of funds to rural communities of less than 10,000 population and provides that these funds be matched by funds already being used by said Libraries. for Library services and books only.

It is to be hoped that the new legislature convening in Jan. will set up a central Board to handle the appropriation. It would well for our local candidates for Senator and Representative to familiarize themselves with the plans of this Library Services Act.

The Board favored reimbursing the Librarians for extra funds they were required to spend at the convention.

The question of the location of a convenient book return was discussed with Robert Gardner who came in with Lib. plans. Members studied the plans with our particular needs in mind. It was decided that the Board meet at the new building Sun. Sept. 23rd to see first hand what is needed.

Dr. Farnsworth read a letter from Thornton Jones applying for position as custodian of new Lib. and grounds. No action was taken at this time. Next meeting set for 2nd Tues. in Oct. (Oct. 9th).  
Meeting adjourned.

Annette W. Betenson  
Secy.

Minutes Of Library Board Meeting

Oct. 9th, 1956

Cedar City Library Board met in Jr. Library Oct. 9th, 1956 at 8:00 p.m. with the following present: Chairman Dr. R.W. Farnsworth, Hazen Cooley, Rev. Wilson, Mayor Anderson, Secy. Annette Betenson and Sen. Lib. Elene Jenson. Minutes were read but not approved for time being.

The question of who was responsible for ordering furniture for new Lib. was answered by Mayor Anderson. He instructed this Board to make recommendations to the City and County Library Board the desired additional furnishings needed and approximate prices and they would purchase same through bids. Present Lib. furnishings can be used in the down stairs department of new Lib.

The question of a permanent custodian was discussed. Mr Loer was assigned to work with the Librarians in listing the different phases of the job and let the applicant estimate what he would do the job for.

The Revised Ordinances drawn up by Attorney Fenton are to be studied by Lib. Board with possible recommendations or changes in mind before being returned to the City Council for final approval. Mrs. Jenson reported that the Lib. had received a copy of the Utah Code...sections of which could work in with City Ordinances.

After moving into new Lib., several Publishers would like to send representatives to show new books...in other words, a Book Fair.

Dr. Farnsworth asked the Mayor what disposition would be made of the present Library. He said that several ideas had been expressed but as yet, no definite plans have been made. The Dr. stated that several of the Service Clubs had offered to contribute funds for needed expenditures in our new Lib.

The Board will meet Sun. Oct. 14, at 4:p.m. at the new Lib. to make a tour of the building with proposed furnishings in mind. Mr. Cooley will write to furnishings companies in regards to furniture, prices, etc.

Meeting adjourned to meet again Tues., Nov. 13th

Annette W Betenson  
Secy.

## Minutes Of Library Board Meeting

Nov 13th, 1956

Cedar City Public Library Board met in Jr. Library Nov.13th, 1956 at 8:00 p.m. with the following present: Dr. R.W.Farnsworth, Hazen Cooley, Claudia Forsyth, Fern Amend, Elene Jenson and Secy. Annette Betenson. Minutes of meetings held Sept.18th and Oct.9th were read and approved.

Dr. Farnsworth reported that the Mayor called that the County Library Board would be meeting soon and he would like Mr. Colley to meet with them with specific recommendations made by this Board concerning all furnishings needed. The County Board will then proceed to put out bids for these furnishings. It is to be hoped that all will be in readiness for the official opening of our new Library soon after the first of the year.

Dr Farnsworth also said that Mayor Anderson said for Librarians to gather things that could be transfered now to the new building and the Street Dept. could help in this transfere. Mrs. Jenson said that she would like the moving of books to be done a section at a time.

Mr. Cooley brought in pamphlets from several Lib. furnishing companies and members looked over styles of tables and chairs. It was decided that the Board meet at the new Library the following Sun., Nov. 18th, with the architect and at that time make specific choices and recommendations to be passed on to the County Lib. board.

Mrs. Jenson reported that the problem of large classes coming into the Lib. for reseasch was beyond the Lib. facilities to handle at one time. It was suggested that small groups come in where-by necessary help can be had.

In regards to a prospective janitor, it was decided to first hire one on an hourly basis, there-by determining the number of hours needed for his services.

Meeting adjourned.

Annette W. Betenson  
Secy.

Minutes Of Library Board Meeting.

Nov. 18th, 1956.

Cedar City Public Library Board met in the new Library building Sun. Nov., 18th, 1956 at 4:00 p.m. Present were chairman, Dr. R.W. Farnsworth, Hazen Cooley, Sen. Librarians Elene Jenson and Nettie Baldwin, Jr. Lib. Blanch Dotson, architect Robert Gardner, Secy. Annette Betenson and a groupe of ladies, headed by Florence Higbee, representing a former Ladies Club, known as the "Women's Civic Club of Cedar City". Mrs. Higbee was the last president of this club which on Sept. 5th 1941 presented the Library with \$1200.00, "the money to be used to provide a ladies reading room when a new Library is built". This money is now held in the Bank and no doubt will be used profitably and as the ladies see fit.

After looking over facilities of the building, the ladies group decided to meet again by themselves to further discuss just how they wanted this fund used.

Mr. Cooley brought booklets showing designs of furnishings from different companies and after much discussion concerning the furnishings, Dr. Farnsworth suggested that Mr. Gardner meet with the three Librarians to work out floor plans and arrangements for furnishings which had been tentatively decided upon and other needs that may arise.

Meeting adjourned,

Annette W. Betenson  
Secy.

# Minutes of Library Board Meeting

December 11th, 1956.

Cedar City Public Library met Dec. 11th, 1956 in Jr. Library at 8:00 p.m. with the following Board members present: Chairman Dr. R.W. Farnsworth, Hazen Cooley, Robert Loer, Claudia Forsyth, Fern Amend and Secy. Annette Betenson. Sen. and Jr. Librarians Elene Jenson and Blanch Dotson were also in attendance. Minutes of meetings held Nov. 13th and 18th, 1956 were read and approved.

In discussing the meeting held at the new Library Sun., Nov. 18th and the gift to the Library by the Women's Club, Dr. Farnsworth said it was their wishes to help furnish some room, possibly the basement meeting room, where women's organizations would have a place to meet their needs. The suggestion was made that the Secy. notify this club to have a representative at next Board meeting.

Instead of the Suggestion made at a prior meeting that Architect Gardner meet with the Librarians to work out a floor plan and desired furnishings, he submitted a floor plan and list of furnishings which were at the disposal of the Board for study at this meeting.

Dr. Farnsworth said that the Proposal list as written up by Mr. Gardner was more or less a suggestive list and can be altered as the Board and Librarians see fit. Accordingly, Mr. Gardner's list and floor plan layout brought out a lengthy discussion and many changes.

A motion was made by Mr. Loer, seconded by Mr. Cooley that Mr. Cooley be named to present the revised Proposal list on furnishings to Mr. Gardner for printing, after which it will be placed in the hands of the Mayor and City Council for further action.

Meeting adjourned

Annette W. Betenson  
Secy.